



# NEW PIONEERS

## FOR A SUSTAINABLE FUTURE

### Community Educator Position Description

New Pioneers for a Sustainable Future  
127 West Main Street  
Springfield, KY 40069  
[Newpioneers.org](http://Newpioneers.org)

**Who we are:** New Pioneers for a Sustainable Future is 501(c)3 nonprofit organization founded in 2005 with a mission to “promote sustainability in rural communities to ensure a healthy future for all”. To meet this goal, we educate through a variety of programs and resources, demonstrate sustainable living practices, and advocate for strategies to support healthy ecosystems, locally and globally.

New Pioneers is a membership-based organization, and has nearly 150 members within our focal area of central Kentucky and beyond. We primarily serve the tri-county region of Nelson, Marion, and Washington counties, but know that our work and call extend far beyond our home.

Along with our membership, generous donors and friends, and Board of Directors, New Pioneers knows that our staff is the organization’s biggest asset. Our goal, then, is to attract and retain qualified staff members who are passionate about living our mission and values. In seeking to build the communal resilience and sustainability internally that our mission promotes externally, we are committed to providing employees a fair and living wage and holistic flexibility to do their work *and* live their lives well (see further details under “Compensation and Benefits”).

**Who you are:** The Community Educator oversees the growth, functioning, and success of New Pioneers’ public education and community engagement strategies. In line with our [2024-2026 strategic plan](#), the Community Educator will sustain and build local relationships and partnerships, in order to bring nature-aligned, place-based, and culturally relevant education to all ages. The Community Educator represents New Pioneers to external partners in a professional way, and engages with our local communities to build, lead, and implement programming and public engagement.

#### **Focused Responsibilities:**

##### *Education program development*

- Develops the framework for a sustainable education/outreach program for New Pioneers, in line with the 2024-2026 strategic plan and supported by the Executive Director;

- Assesses current in-office educational resources and programmatic offerings to evaluate current strengths and areas of growth, with support from the Executive Director; and
- Assembles and manages volunteers to support education events throughout the year.

#### *Event planning and programming*

- Supports the planning, execution, and review of both New Pioneers member-focused education and public education;
- Develops new resources and programs to engage the community through relevant environmental education;
- Handles life-cycle planning for educational programs; including planning, advertising/marketing, materials preparation, event execution, clean up, and program evaluation, with support from New Pioneers staff members; and
- Commits to advancing one's professional expertise in community development and environmental education by taking advantage of relevant trainings, workshops, and collaborations\* (\*As approved by the Executive Director).

#### *Community engagement and representation*

- Represents New Pioneers to public partners and takes initiative to grow relationships with current/new partners that will lead to collaborations; and
- Oversees New Pioneers' participation in community-based events and organizes volunteers to oversee such events.

*\* Please note that responsibilities will be evenly distributed into proposed weekly hour allowances, as such, direct public programming may ebb and flow from week-to-week to accommodate the growth of this position and readiness to host.*

#### **Requirements:**

- Have an educational background and/or professional experience in environmental education, community development, education, and/or nonprofit services; prior experience in environmental education is preferred but not necessary
- A love of the outdoors! Much of this position will include leading nature-based programs, and while we don't need someone who "knows it all", interest in nature, natural history, sustainability and/or conservation is a must.
- Ability to travel frequently between Nelson, Marion, and Washington (KY) counties for programs and meetings, with potential to travel further throughout central Kentucky
- Willingness to work outside in a variety of weather conditions
- Be able to stand, walk, stoop, and bend for extended periods of time
- Be able to lift and carry up to 40 pounds
- Ability to pass a background check with no record of violent crime or sex offenses

#### **Compensation and benefits:**

The Community Educator works part-time, 25 hours per week. Hours worked will likely be distributed between time spent in New Pioneers' office and "in the field" meeting with partners, hosting programs, etc. Hybrid scheduling to allow for flexibility in working from home is negotiable.

The position earns \$17.50/hour and receives the following benefits:

- Fifteen (15) days paid personal time (PPT) off in a combined package to account for vacation, personal time, and sickness/appointments;
- 9 paid holidays: Employee's birthday, Martin Luther King Jr. Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, and post-Thanksgiving day. Additionally, the New Pioneers office will be closed from Dec 24-Jan 1, with employees receiving paid time off during this window of time (paid on a pro rata basis);
- Paid parental leave equalling thirty (30) working days paid pro-rata and extended sick leave, if needed;
- Professional development in the form of paid time and financial coverage for relevant training opportunities\* (\*Approval from Executive Director required); and
- Travel and expense reimbursement for mileage/expenses incurred while working.

**Why should you apply?** This job is an excellent opportunity for an individual wanting to make an impact on a growing community-based non-profit. New Pioneers values our positive work environment and culture and seeks to enhance our community offerings through this role. This is an exciting chance for an interested individual to align with our mission and work, support a budding environmental education/outreach program, and contribute to community environmental and sustainability literacy.

**To apply:** Those interested in applying\* may send a resume and letter of interest to Julia Gerwe, Executive Director, at [julia@newpioneers.org](mailto:julia@newpioneers.org) with the subject "Education Coordinator Application". Confirmation of receipt will be acknowledged and interviews will be scheduled on a rolling basis for qualified applicants until the position is filled.

*\*Note:* We recognize that often applicants from minority communities (based on race, sex, gender, age, socioeconomic status, and more) are *less likely* to apply for positions that may be more of a "reach" for their current qualifications. We want to heavily encourage anyone interested in this position to consider applying - even if you only meet 1-2 requirements as listed above.